

# Memo

**To:** Board of Managers  
**From:** Michael Younes, Director of Municipal Operations *MY*  
**CC:** Shana R. Davis-Cook, Village Manager  
Jerry Lesesne, Public Works Supervisor  
**Date:** 7/3/2013  
**Re:** Purchase Authorization – Public Works Pick-up Truck Replacement

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## **Background**

Included in the FY2014 Capital Improvements Program (CIP) budget is the replacement of the Public Works Department's oldest pick-up truck. The replacement of this truck was deferred one-year as a result of the unexpected truck fire that totaled the second oldest pick-up truck in the fleet in September 2011.

Over the past year this pick-up truck had several reliability issues, namely the transmission has routinely been slipping gears. Upon investigation we discovered that there were metal shavings in the transmission pan, which indicates the internal gears are grinding on each other or out of alignment. Unfortunately the only remedy is to replace the transmission at an estimated cost between \$3,000 and \$5,000 (higher cost attributable to heavy duty transmission).

Knowing that this truck was the oldest in the fleet and replacement was scheduled in FY2014, replacement of the transmission was held off. For safety reasons, we have restricted this truck to travel within the Village.

## **Replacement Pick-up Truck**

The proposed replacement is an exact match to the pick-up truck replaced following the truck fire in 2011. This truck, like the other pick-ups in the fleet, will be fully outfitted with a snowplow, salt spreader and light bar for snow plowing and other emergency operations. Since the salt spreader assigned to the pick-up truck we are replacing is still in working order, we plan to re-use the spreader, which will save approximately \$4,000. Unfortunately, it is not possible to re-use the snow plow because the mounting brackets are welded to the truck frame.

Below is a breakdown of the cost for the new truck:

\$33,677.91	Invoice amount for Chevrolet 2500HD 4WD Pick-up Truck
4,530.00	Boss 8' Super Duty Snow Plow
1,500.00	Spare Snow Plow Blades
750.00	Mini Light Bar
620.00	Side Steps
500.00	Linex Bed Liner
425.00	Installation and Fitting of Existing Salt Spreader
-310.00	Contract Reduction
-6,000.00	Government Contract Fleet Incentive
<b>\$35,692.91</b>	<b>Total Contract Price</b>
<b>-5,000.00</b>	<b>Trade-in Value on Current Pick-up Truck</b>
<b>\$30,692.91</b>	<b>Remaining Balance</b>

### **Green Procurement and Operational Plan Compliance**

In accordance with the "Guidelines on Green Procurement and Greening the Fleet of Vehicles for Chevy Chase Village" the Village has looked into procuring a "green" vehicle. However, there are no heavy-duty hybrid pick-up trucks on the market currently. The proposed replacement pick-up truck will be able to use E85 fuel, which contains 85% ethanol rather than the traditional 10% with no engine power reduction. Montgomery County does supply E85 at all of its operated gas pumps.

The proposed pick-up truck is in accordance with the Chevy Chase Village Operational Plan for Vehicles.

### **Action Requested**

Board authorization is requested for the purchase of one (1) fully out-fitted 2014 Chevrolet 2500HD 4WD Pick-up Truck under Montgomery County contract #1022192 in the amount of \$30,692.91.

### **Attachments**

CIP Expenditure Detail Sheet  
Montgomery County Contract #1022192 Information Sheet

## Expenditure Detail Sheet

### Public Works Vehicles

Category  
Department

Vehicles  
Public Works

Date Last Modified  
Funding Source

February 1, 2013  
Tax-Based/*SafeSpeed*/  
Reimbursement  
Ongoing

Zone Location

3

Status

#### EST. EXPENDITURE SCHEDULE (dollars in thousands)

Equipment Type	Total	Est. FY13	Total 6 Years	FY14	FY15	FY16	FY17	FY18	FY19	Beyond 6 Years
Pick-up trucks (3 total)	102	0	102	34	0	34	0	0	34	0
Medium-duty dump trucks (2 total)	142	0	142	0	0	60	0	82	0	0
Rear-load trash/yard waste truck	0	0	0	0	0	0	0	0	0	115
Skid-Steer Loader	40	0	40	0	0	0	40	0	0	0
<b>Total</b>	<b>284</b>	<b>0</b>	<b>284</b>	<b>34</b>	<b>0</b>	<b>94</b>	<b>40</b>	<b>82</b>	<b>34</b>	<b>115</b>

#### EST. FUNDING SCHEDULE (dollars in thousands)

Tax-Based Revenues	157	0	157	13	0	58	25	48	13	105
<i>SafeSpeed</i> Revenues	107	0	107	19	0	30	10	29	19	0
Grants/Reimbursements	20	0	20	2	0	6	5	5	2	10
<b>Total</b>	<b>284</b>	<b>0</b>	<b>284</b>	<b>34</b>	<b>0</b>	<b>94</b>	<b>40</b>	<b>82</b>	<b>34</b>	<b>115</b>

#### EST. OPERATING BUDGET IMPACT (dollars in thousands)

Labor/Maintenance			-16	-2	-2	-2	-2	-3.5	-4.5
Materials/Equipment			-6	-1	-1	-1	-1	-1	-1
<b>Total</b>			<b>-22</b>	<b>-3</b>	<b>-3</b>	<b>-3</b>	<b>-3</b>	<b>-4.5</b>	<b>-5.5</b>

#### Description

These vehicles ensure the continuity of operation of Village government while ensuring that Village public works services such as snow plowing operations, special (bulk) pick-ups, yard waste collection, sidewalk repairs and leaf collection maintained as outlined in the Chevy Chase Village Vehicle Plan. Due to the need for these vehicles to be used for pedestrian, vehicular and public safety needs, a certain percentage of the expenditures are eligible to be paid out of the *SafeSpeed* revenues.

- In years FY16 and FY18 the Village's projects to replace its two (2) medium-duty dump trucks. The Village currently maintains two (2) medium-duty dump trucks of varying carrying capacities. It is projected that the smaller of the two (2) would be replaced in FY16 and the larger in FY18. It is required that the larger of the two (2) dump trucks be replaced or maintained due to it required need to transport salt from County and State to the Village in winter weather and leaf collection operations.

#### Estimated Schedule

Vehicles would be purchased on an as needed basis and in accordance with the Chevy Chase Village Vehicle Plan.

#### Cost Change

The cost associated with replacement of the Village pick-up trucks has been adjusted up by \$5K due to the inclusion of the salt spreaders and snow plows that were previously separate costs.

#### Justification

These vehicles will ensure the continuity of operation of Village government while ensuring that Village public works services such as snow plowing operations, special (bulk) pick-ups, yard waste collection, sidewalk repairs and leaf collection. Replacement will be in accordance with the Chevy Chase Village Vehicle Plan.

#### Coordination

- Board of Managers
- General Government
- Public Works Department
- Public Works Committee



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Contract: 1022192

Description: Off-the-Lot New Vehicles Class 1-7

Expiration: 2/7/2014

Extension: 2/7/2016

Insurance Expiration: 7/1/2013

Bond Expiration:

Contract Execution: 2/8/2013

Vendor

Criswell Chevrolet, Inc.

503 Quince Orchard Rd

Gaithersburg, MD 20878

Contact:

Scott Silverman

Phone:

(301) 948-5460

Fax:

Buyer: [Schuler, Peter](#)

Phone:

240 777 9944

Fax:

240 777 9952

Department: Department of General Services

Administrator:

Kathleen Hynes

Phone:

240-777-5625

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